

POLICY OR PRECEDENT (XVIII Abn Corps and Ft Bragg Memo 25-50)																															
1. SUBJECT Commander's Coin Medallion Awards Program		2. MASTER POLICY NO. <div style="text-align: center;">13</div>																													
3. ORIGINATOR AFZA-GR-P	4. PHONE NUMBER <div style="text-align: center;">396-9788 ext 231</div>	5. DATE ESTABLISHED <div style="text-align: center;">3 March 2005</div>																													
6. SYNOPSIS: (if more space is needed, use reverse side.) <p>a. This is an XVIII Airborne Corps policy pertaining to the purchase and issue of unit commander's coins. This policy applies to all Major Subordinate Commands assigned to or under the operational control of XVIII Airborne Corps. This policy does not apply to coin purchases made with Nonappropriated Funds (NAF).</p> <p>b. References:</p> <p style="margin-left: 40px;">(1) Army Regulation 600-8-22, 25 February 1995, Military Awards.</p> <p style="margin-left: 40px;">(2) Army Regulation 672-20, 29 January 1999, Incentive Awards.</p> <p style="margin-left: 40px;">(3) Department of the Army Pamphlet 672-20, 1 July 1993, Incentive Awards Handbook.</p> <p style="margin-left: 40px;">(4) FORSCOM Policy Memorandum CG-03-1, 15 June 2003.</p> <p>c. Purpose. To establish guidelines to facilitate the proper use of unit coin medallions as part of an integrated command awards program recognizing our many great Soldiers and civilian employees.</p> <p>d. Scope. This policy does not extend to coins purchased with personal or private funds, or official representation funds, and is limited in scope to coin medallions purchased with a unit's official operating funds.</p> <p>e. Responsibilities.</p> <p style="margin-left: 40px;">(1) The Corps Commander is the approval authority for commander's coins as delegated in reference 6b(4).</p> <p style="margin-left: 40px;">(2) The Corps Commander delegates the approval for commander's coins to other Commanding General officers assigned to XVIII Airborne Corps. These Commanding General officers must develop an internal approval process consistent with this policy.</p> <p style="margin-left: 40px;">(3) The Deputy Corps Commander (DCG) will approve non-divisional unit coin requests for non-divisional units at Fort</p> <p style="text-align: center;">(Continued)</p>																															
7. TYPE POLICY <div style="display: flex; align-items: center; margin-bottom: 10px;"> <input style="width: 30px; height: 20px; margin-right: 10px;" type="checkbox"/> NEW </div> <div style="display: flex; align-items: center; margin-bottom: 10px;"> <input checked="" style="width: 30px; height: 20px; margin-right: 10px;" type="checkbox"/> CHANGE </div> <div style="display: flex; align-items: center;"> <input style="width: 30px; height: 20px; margin-right: 10px;" type="checkbox"/> REVOCATION </div>		8. IDENTIFY POLICY AFFECTED This policy supersedes Master Policy Number 13, 2 October 2000																													
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10. APPROVED: //original signed// DAVID E. QUANTOCK, COL, GS, Acting Chief of Staff																															
11. DIRECTIVE ON WHICH BASED (Show date, subject, and origin.) FORSCOM Policy Memorandum CG-03-1, Commander's Coin Medallion Awards Program, 15 Jun 03																															
12. DISTRIBUTION C, E		13. DATE PUBLISHED <div style="text-align: center;">10 May 2005</div>																													

Bragg. In the absence of the DCG, the Corps Chief of Staff will approve non-divisional unit coin requests. The policy is outlined on pages 2 and 3.

(4) Non-divisional brigade commanders, in the rank of Colonel, and separate non-divisional battalion commanders, in the rank of Lieutenant Colonel, may request coin purchase approval in January and July of each year. These requests will be submitted to Corps G8. The Corps G8 will consolidate non-divisional requests in January and July of each year and submit to the DCG for approval.

f. Policy.

(1) Definition. Unit coin medallions are custom minted and emblazoned coins, typically with a unit insignia on one side and an inscription on the reverse side, presented by a commander, or on behalf of a commander, as an on-the-spot award to show recognition of accomplishment. These coins will bear an inscription identifying it as an award, such as **“For Excellence”** or **“In Recognition of Outstanding Performance.”**

(2) Requests for coin purchase authority will be made twice yearly on a memorandum signed by the separate brigade or battalion commander, as appropriate. Requests from separate brigade commanders should also include break out requirements for each of their battalions, as appropriate. Staff sections, not being commands, are not authorized unit coins. Note, this request is for authority to purchase coins and does not result in additional funding to the unit.

(a) The commander's semi-annual request will show the calculations used to compute the dollar authority requested using the following formula: **MTOE Authorized Strength times 16% times \$5.25**. Requests that do not show the calculations will be returned without action by the Corps G8.

(b) Commanders must remain sensitive to cost considerations in the selection of their unit coin medallion. The dollar amount requested represents the maximum semi-annual amount that may be obligated for unit coin purchases.

(c) When calculating a unit's authorized strength, include any Reserve or National Guard Soldiers assigned for long-term deployments or mobilizations.

(d) Recognizing that the unit coin medallion is an award and is to be treated as such, commanders will not request to purchase coins in disproportionate amounts to give to large numbers of Soldiers due to deployments or other operations.

(e) Commanders desiring to purchase coins for deployments should do so once they are in the theater of operations using the procedures described in the theater coin policy in effect at the time of the request.

(3) Commanders authorized to purchase and present unit coin medallions are authorized to purchase only one coin medallion design for their unit. As an exception to this policy, general officers, commanders and their equivalent level Command Sergeants Major are authorized coin medallions reflecting their position in addition to the unit coin medallion. Individuals desiring to present coins with their name on the coin may have their name engraved at their personal expense and may not use appropriated funds to pay for the engraving.

(4) The authority to award unit coin medallions is limited to those commanders and their Command Sergeants Major authorized to expend operating funds for the purchase of the medallions. In individual cases, those commanders may authorize a subordinate commander, or Sergeant Major, to make a presentation on his or her behalf.

(5) Unit coin medallions may be presented for all purposes identified in the referenced authorities. As part of the command's integrated awards programs, the unit coin medallion may not be presented to peers or superiors of the awarding officer or noncommissioned officer, nor should the medallions be routinely presented for an individual's performance of his or her regularly assigned duties.

(6) Commanders may only award unit coin medallions to Soldiers, Department of the Army (DA) civilian employees, and DA agencies to recognize accomplishments. Commanders will not give unit coin medallions to unaffiliated individuals or non-Federal government agencies to create goodwill or to encourage/reward cooperation with the military. Commanders will not award unit coin medallions to contractors or contractor employees without first coordinating with the contracting officer. Commanders will not award unit coin medallions purchased with appropriated (operating) funds to volunteers; however, commanders may award coins purchased with NAF to volunteers to recognize their accomplishments.

g. Requests for exceptions to this policy will be submitted in writing through the Corps G8, the DCG and finally, forwarded to the FORSCOM Chief of Staff for approval. Nothing in this policy limits a commander's authority to issue a more restrictive local unit coin medallion policy.

h. Effective Date. This policy is effective 3 March 2005 and shall remain in effect until rescinded or superseded by the Commander, XVIII Airborne Corps.